

## Travel & Expense Account Transmittal Sheet

After Approval, Mail Receipts To

REAL ESTATE APPRAISERS-ACCTING  
1102 Q STREET, STE 4100  
SACRAMENTO, CA 95811

Employee Name CLARK, B  
Expense Dates 03/18/10-03/18/10  
Total Expense Amount 117.20  
Amount Due Employee 117.20  
Form ID TEA000627206

## Travel & Expense Account Summary

Employee Name B CLARK  
Expense Dates 03/18/10-03/18/10  
Report Name March 2010

Request Total \$ 117.20  
Direct Charge Total - 0.00  
Travel Advances - 0.00  
Net Due Employee = **117.20**

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	N.Cal Appr Inst	117.20

NOTE: (d)=Direct Charge

DATE	Thu Mar 18									TOTAL
Mileage, Personal Auto	99.20									99.20
Dinner	18.00									18.00
<b>TOTALS \$</b>	<b>117.20</b>									<b>117.20</b>

## Travel & Expense Account Summary & Detail

Trip/Expense Category	Trip Name	Date	Expense Item	Amount	Payment Type
Regular Travel	N.Cal Appr	03/18/10	Mileage, Personal Auto	99.20	Cash
Regular Travel	N.Cal Appr	03/18/10	Dinner	18.00	Cash